Role of the Digital Rights Manager (DRM)

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What is the role of the DRM?
1. Guarantee that accessible instructional materials (AIM) are being provided in a timely manner to and used by qualified students
2. Work with the Iowa Department for the Blind to obtain textbooks and core related instructional materials in specialized formats for eligible students under the Copyright Act as Amended (Chafee Amendment) or publishers and other entities to obtain AIM for students not eligible under the Copyright Act as Amended.
3. Work with the district textbook adoption committee (Turn this page over to view additional steps)
4. Serve as a member of the IEP or Section 504 Team, when appropriate
5. Keep accurate records using the **Digital Textbook Usage Tracking Form** about:
   - Certification of student eligibility
   - What materials have been ordered and when provided to which students
   - Persons who have signed off that they understand that specialized formats are provided for use by a particular student who is qualified to receive the formats
   - Documentation of appropriate storage and destruction of accessible instructional materials after use or at the end of the school year

Why have a DRM?
1. The DRM will become the representative authorized to request and receive accessible instructional materials from authorized entities
2. The DRM is responsible for the central management and tracking of accessible instructional content used at the school
3. The DRM supports staff and students in ongoing school level copyright compliance

Who may serve as the DRM?
   Building level principal determines who will serve as the school's DRM.

How will this help Students and Teachers?
1. Students with visual or print disabilities have increased access to the general curriculum
2. Students can work more independently
3. Less staff time needed to provide reading accommodations
4. Supports student inclusion in general education settings
5. Textreading complements traditional reading instruction

For information, please contact Steve Maurer at 515-281-3576 or steve.maurer@iowa.gov